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No Change In Class. ☐

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Class. Changed to: TS S ☒ 1989

Next Review Date: _____

Auth.: HR 70-3

Date: 12 JAN 1979 By: 051

CONFIDENTIAL

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E.R. 9-8-70

MEMORANDUM FOR: Director of Central Intelligence

SUBJECT: Cable Procedures

1. This memorandum contains in paragraph 4, a recommendation for your approval.
2. In accordance with your instructions, a meeting was held in my office on 21 October 1957, to discuss the points of cable procedures which had been raised at your Deputies meeting on 18 October. Representatives of the DD/P, DD/I, Cable Secretariat and Management Staff attended. No qualified representative of the Inspector General was available to participate.
3. The following points were discussed and conclusions reached as indicated below:
 - a. Indicating the time of release in messages. In April 1957, instructions were issued to certain stations world-wide designated by COP/DD/P to insert at the end of the body of each operational cable, sitrep, and intelligence report, the time, expressed in Greenwich Mean Time (GMT), when the message was released to the code room. On 30 September 1957, COP/DD/P sent [REDACTED] subject: 25X1A Preparation of Cabled Information Reports, to all overseas stations. This instruction requires, as one element, the time of release to the code room of such cabled reports. It was agreed that these constitute adequate instructions regarding the time of release of intelligence report cables to all DD/P overseas stations. Issuance of similar instructions to originators of cable reports under DD/I jurisdiction such as Contacts Division and [REDACTED] personnel was agreed to be desirable. The existing system can be extended to matters other than intelligence reports if this is considered necessary, but it was agreed that inclusion in all messages is not required.
 - b. Use of local versus GMT time. All representatives agreed that GMT (Z) time is the best common denominator by which to designate the time of release of intelligence cables.

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c. Change of internal headings. It was agreed that internal headings are essential for identification and routing purposes and that those used by CIA are minimal, particularly when compared with those of the Departments of State and Defense.

d. Merging of the Cable Secretariat and the Office of Communications' Headquarters Signal Center. Since the Management Staff has under way a study on this subject, it was agreed that its discussion in this meeting was inappropriate.

4. As a result of this meeting, I recommend that no changes be made in present procedures other than the issuance by the DD/I of instructions for the inclusion of time of release in intelligence reports originated by his field units.

SIG 170

Director of Communications

25X1A9a

CONCURRENCE:

141 L.K. White
Deputy Director(Support)

OCT 24 1957

See Cover sheet
Deputy Director(Plans)

[Redacted]

OCT 24 1957

Deputy Director(Intelligence)

25X1A

The recommendation contained in paragraph 4 is approved

Director of Central Intelligence

Orig: JWC/sg/mv/10/21/57

Dist: O & 2 DCI

1 DDCI

2 DD/S

Chrono, Subject Reading

1 DD/P

1 DD/I

1 IG

1 Met Staff - 1 D/Comm C.D. Stacy T. Chas

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